

APPLICATION FOR SUPERINTENDENT OF SCHOOLS

SWITZERLAND OF OHIO LOCAL SCHOOLS

C/O Ohio Valley Educational Service Center
1338 Colegate Drive, Marietta, Ohio 45750
Phone: (740) 373-6669/Fax: (740) 376-5809

(Return completed application to the above address or email to: Diane Sullivan dianet@seovec.org)

Personal Information

NAME _____
(Last) (First) (M.I.)

DATE _____

ADDRESS _____

(Preferred Phone)

(City) (State) (Zip)

(Other Phone)

Email Address _____

Education

Institution

Graduation Date

Degree

Institution	Graduation Date	Degree
_____	_____	_____
_____	_____	_____
_____	_____	_____

Current Employment (If not currently employed, please provide information from the last position held in education.)

(Title)

(Dates)

(Employer)

(Phone)

(Address)

(Enrollment)

(Present Salary)

(Reason for leaving position)

(Name of immediate supervisor)

(Title)

(Business Phone)

(Home Phone)

Do you currently hold an Ohio Superintendent's License?
If no, have you applied for a license?

Yes _____ No _____
Yes _____ No _____

It is the policy of the Ohio Valley Educational Service Center that no candidate for a position shall be discriminated against on the basis of race, color, religion, national origin, creed, age, gender, marital status, non-disqualifying disability, height, or other protected categories.

Certificates/Licenses: (Please include all valid certificates/licenses)

Name of Ohio Teaching Certificates/Licenses Held	Date Issued	Date of Expiration	Certificate/ License #	Subjects/Grades on Certificate/License
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Other Professional Experience

Title	Dates	District & State	Enrollment
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Do we have permission to contact the above-mentioned persons? Yes _____ No _____

Are you presently under contract? Yes _____ No _____

If YES, to whom? _____

Have you been employed under a continuing contract in Ohio? Yes _____ No _____

If YES, the continuing contract was granted by _____

Have you ever been involuntarily terminated, asked to resign, or reached a mutual decision with a school board to vacate a contract prior to its expiration? Yes _____ No _____

If YES, please explain _____

Military Experience

Have you served in the military? Yes _____ No _____

If YES, list active service dates

Service Branch _____ Discharged? _____

Rank at Discharge _____

Significant Duties/Honors

Background Check/Criminal Investigation

Have you been fingerprinted? Yes _____ No _____

If YES, when _____ (Date)

References

Professional References (Provide at least three)

Name Address Telephone Position/Occupation

Personal References (Provide at least two)

Name Address Telephone Position/Occupation

Do we have permission to contact the above-mentioned persons? Yes_____ No_____

Narrative (Please answer and return under a separate cover.)

- 1. Why are you interested in leaving your current position to come to the Switzerland of Ohio School District?
- 2. Describe your experiences and background (as an experienced instructional leader who has; engaged community stakeholders, demonstrated success in improving student achievement, embraced technology, narrowed the achievement gap, etc.) that help you understand the challenges of a school system.
- 3. As an administrator with proven financial and budgeting skills, how will you set priorities, assess school district needs, allocate resources to advance the district’s goals, and articulate the needs to the public?
- 4. What personal and/or administrative skills or experiences do you have which you believe make you qualified to be the next superintendent of the Switzerland of Ohio Local School District?
- 5. What would you do in your first six months to learn about our school district and communities?

I certify that all statements made on this application are true, accurate, and complete. I authorize the district or its agents to conduct work history, reference checks, and criminal background checks as part of this application process. I understand that I must verify that I hold or qualify for an Ohio Superintendent License.

I have included _____ a cover letter emphasizing qualifications and reasons for interest, _____ a completed application form, _____ an up-to-date resume, _____ a copy of current Ohio Superintendent License (or evidence that one is attainable), _____ three (3) letters of reference from people who know me in different capacities, and _____ Credentials and transcripts.

(Signature)
Posting of Search Feb 25, 2019
Application Deadline March 15, 2019
Interviews Begin March 25, 2019
Decision Rendered April 2019
Contract Begins August 1, 2019

(Date)
Christopher J. Keylor, Superintendent
Ohio Valley Educational Service Center
1338 Colegate Drive, Marietta, OH 45750
(740) 439-3558 / (740) 373-6669 chris.keylor@omeresana.net